

The regular monthly meeting of the Altoona Water Authority Board of Directors was held on Thursday, March 23, 2017 in the board room at the Administrative Office. Mr. Schirf called the meeting to order at 9:00 a.m.

Pledge of Allegiance

Attendance:

Mr. Schirf, Mr. Ake, Mr. Neugebauer, & Mrs. Marcinko were present, constituting a quorum in accordance with AWA Bylaws. All AWA Board of Directors meetings are conducted in accordance with the PA Sunshine Laws. AWA Staff representatives attending were, Mark Perry, Mike Sinisi, Gina DeRubeis, Ron Becher and Kathy Gabella

Absent:

Omar Strohm

Public Comment:

None

Approval of the Minutes:

Mrs. Marcinko made a motion to approve the minutes of the February 16, 2017 meeting. Mr. Neugebauer seconded the motion. Mr. Schirf called the question. The motion passed with a vote of 4-0. The minutes were approved as submitted.

Unfinished Business:

1. Bellwood Reservoir– the land specifications are complete and are awaiting approval from DEP. The timbering part of the project at the site should be completed by the end of next week.
2. Bellwood Water Treatment Plant Design Presentation – the beginning of pilot testing of the membrane filtration system should begin next month. Approval from DEP for the membrane filtration pilot study is anticipated soon. This is the first step of the project.
3. 31st Street Maintenance Storage Yard Building – the pre-bid meeting was held March 14th however due to weather a second pre-bid meeting was held March 21, 2017. There were seven (7) prospective bidders. Bids are due and will be opened Tuesday, March 28th. The project should begin in April and last approximately three (3) weeks.
4. Mr. Becher gave an update on the Advanced Meter Infrastructure. Starting with a walk through the history of where the Authority began. The meter readers went from using leather books to hand held devices to touch pads then to a radio read and now the “Flexnet” automated meter reading system. As of the end of February the meter

upgrade project is approximately 57% complete. By the end of 2018 the project should be complete and the Authority will be billing in gallons instead of cubic feet. Leaks are detected in 1/10 of the time it took previously to detect them.

5. Cost of Service Rate Study Water & Wastewater Systems – the last study was completed in 2003. The proposal of the current study is for one hundred twenty to one hundred fifty hours at a cost between \$15,000.00 and \$18,000.00. This study will be part of the professional services and engineering funds provided for in the budget.

This study is a means of looking into the erosion of revenue for the Authority and ways to rectify the situation. The principal reason for this erosion is due to the lack and decline of consumption. Alternatives to revenues need to be examined to address the shortfalls in the budget on water sales. Looking at the rate structure to support the ongoing long term operations and capital projects will also be a component of the study. A determination needs to be made on what fixed costs are underfunded at this time. All costs will be examined and addressed through this study.

Mrs. Marcinko made a motion to accept the proposal submitted by Gwin, Dobson & Foreman for the Cost of Service and Rate Study Water & Wastewater Systems not to exceed \$18,000.00. The motion was seconded by Mr. Neugebauer. Mr. Schirf called the question. Motion passed with a vote of 4-0.

Requisition Approval:

Mr. Schirf asked Mrs. DeRubeis for the Financial Report and the Requisitions/Authorizations. Mrs. DeRubeis gave her report and then asked for approval of the following requisitions.

Requisitions #63-64 Water Division Construction Fund totaling – \$44,527.60

Requisition #2015-26 Water Division Capital Project Fund totaling - \$91,160.88

Mr. Neugebauer made a motion to approve the requisitions. Mrs. Marcinko seconded the motion. Mr. Schirf called the question. Motion passed with a vote of 4-0.

New Business:

1. The Authority has received a certificate of appreciation from Chief Hileman of the City Fire Department for helping maintain the ISO class two rating. The water supply shares a significant role (approximately 40% is derived from the water supply); the hydrants need to be operable and flows have to be adequate.
2. The By-Law committee has met and is very close to having the By-Laws ready for the board to review and perhaps adopt at April's board meeting.
3. Resolution #17-03-848 to authorize Mark A. Perry, General Manager to accept the lowest qualified bidder and send a "Notice to Proceed" to same for the 31st Street Water Maintenance Stone Storage Building

Mr. Neugebauer made a motion to approve resolution #17-03-848. Mrs. Marcinko seconded the motion. Mr. Schirf called the question. Motion passed with a vote of 4-0.

4. Resolution #17-03-849 to approve the modification of funding documents in connection with Pennvest Loan Funding Agreements and authorize the Chairman and Secretary to execute said modification documents and to authorize the Chairman to deliver same to the closing officer for delivery to Pennvest.

Mr. Ake made a motion to approve resolution # 17-03-849. Mrs. Marcinko seconded the motion. Mr. Schirf called the question. Motion passed with a vote of 4-0.

Other Business:

None

Media Questions

The board and staff addressed questions from Bill Kibler from the Altoona Mirror.

Executive Session:

None

Adjournment:

No further business was brought before the Board. The meeting was adjourned at 9:43 a.m. The next meeting will be held on Thursday, April 20, 2017 at 9:00 a.m. in the Board Room at the Administrative Office Building located at 900 Chestnut Avenue.



Secretary/Assistant Secretary

/klg